

MINUTES

Council on Aging Budget Committee

Minutes August 28, 2023

Senior Center 230 Webster St., Marshfield, Ma 02050

ATTENDANCE: Cindy Dabkowski, Sheila Gagnon, Carol Hamilton, Fred Monaco Bill Scott and Barbara Van Houten.

CALL TO ORDER: Sheila called the meeting to order at 9:33 AM.

APPROVAL OF MINUTES: The minutes were approved for August 25, 2022. Barbara I makes a motion. Fred seconds. Motion passes unanimously.

BUDGET DISCUSSION: Carol distributed an informational sheet for fiscal 2025, and expects to hear about a meeting being scheduled with the town shortly. This meeting is in preparation of the next Board Meeting and the meeting with the town.

Salaries:

Last year we had \$521,516.

Upgrades for Volunteer Coordinator from and 8 to a 9

(Position has expanded responsibilities)

(Maybe the following year ask to upgrade the assistant director's position from Grade 10 to 11)

Look into expanding the hours of the 2nd activities coordinator, and the salary is paid for under the grant but not sure if they will allow us to increase the hours beyond 19.5 but we could use more help.

Expenses:

Recommend level funding of \$46,100, as we received a 16,000 increase last year. We want to see how that works in 2024 before a new request is made. See the line items below.

Equipment Maintenance – 12,500

Cleaning Services \$9950

IT Expenses - \$5000

Other Services \$5000

Office Supplies \$3500

Building Supplies \$ 4000

Dues and Memberships \$ 2500

Meetings Training and mileage \$650

Programs \$3000

Capital Outlay –

WIFI for the original part of the Senior Center - \$8000

New Radio Equipment for the buses and base - \$6000

Capital Requests: New Van \$140,000, to replace an older van.

The committee asked about priorities and came to a general consensus about the 2025 budget. The WI-FI is a priority this year over and above the radios. The van could wait another year and we will be checking with vendors to see who might be on the state bid list to purchase vans. The salaries will go up due to cost of living increases and step increases and those are being calculated by the town at the present time. The expense portion could stay level funded until we test out the 2024 budget.

NEXT MEETING: There was no meeting scheduled until we hear back from the town.

ADJOURNMENT: The meeting adjourned at 10:54 am. Fred makes a motion and Barbara seconds the motion. Motion passes.

Respectfully Submitted,

Carol Hamilton, Director Council on Aging